

Training to

28 July 1965

MEMORANDUM FOR: Executive Officer to the DD/S

SUBJECT : Fellowship in Congressional Operations

1. You asked that I make a resume of the subject course for the 3 August DD/S Staff Meeting.

Purpose

The course was designed for carefully selected career administrators at the middle grade levels, GS-12 through GS-16, to acquire a thorough understanding of Congressional operations.

Time of Course

Mid-November 1965 to 1 September 1966

Fellowship

Fellows attending this course will be expected to gain:

- (1) A thorough knowledge of the organization of Congress.

- (2) A well balanced understanding of the legislative process and the factors and forces which influence it.

- (3) Congressional perspective of national executives and executive branch operations.

- (4) Congressional relationship to the total process of Government.

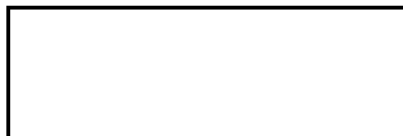
Selection

Each applicant for the Fellowship will be interviewed by a Civil Service Commission selection committee early in September. Orientation starts in mid-November to late December and in January the participants begin full-time work assignments in a Congressman's office or House Committee and in early May begin full-time work assignments in a Senator's office or with a Senate Committee.

If any Directors of DD/S Offices believe they have candidates for this type of Fellowship [redacted] will be glad to forward a flier fully describing the course.

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2. Hope you can use the above in your 3 August Staff Meeting.



Senior Training Officer
Deputy Director for Support

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Attachment

Flier on Subj Course (to be returned [redacted])
SA-DD/S [redacted] (28 July 65)

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Distribution:

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- Orig & 1 - Addressee
- 1 - DD/S Chrono
- 1 - DD/S Subject
- 1 - Senior Training Officer, DD/S